Wanted File Inquiry and Response

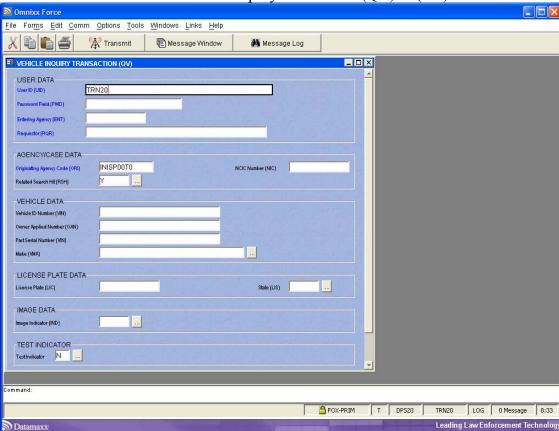
I. License Plate Inquiry

To determine if a license plate is stolen, an inquiry of the Vehicle File must be made. An inquiry (QV or ZV) will perform a primary search for the LIC data in the person files and the Vehicle, Boat, and Vehicle/Boat Part Files. Additional information concerning inquiry can be found in the Vehicle File chapter.

If an inquiry is made without the LIS, the response will include any record that contains the same license plate number. To avoid multiple record matches and limit the scope of the search, the LIS should be included in the inquiry.

II. Vehicle File/Vehicle-Boat Parts Inquiry

- 1. An inquiry containing vehicle data QV, ZV, QW, QWI or ZW will automatically search all NCIC 2000 files that may include LIC and VIN data.
- 2. For inquiry transaction containing a 17-character VIN, the check-digit edit will occur and all matching records will be returned. If a VIN does not conform to edit standards, then a caveat will return with the reason for the reject.
- 3. An inquiry can contain up to a maximum of 3 VIN's by placing each in the VIN, OAN and Vehicle Parts field.
- 4. Complete VINs should be used for inquiry whenever possible, however, in the event a complete VIN is not used, the rightmost eight characters of a VIN will be searched for any possible matches.
- 5. The NCIC 2000 batch inquiry allows users to create a file of individual QV/ZV inquiries in one message. Each inquiry is delimited by a sequence number (SEQ) at the beginning of the inquiry and an "&" as a separator. The SEQ is three numerics and is used to match the responses (hit or no hit) to the specific inquiry from which they were generated. Prior to each response SEQUENCE NUMBER: <SEQ> will be returned to identify those responses that follow as coming from the inquiry with that sequence number.



A. License/Vehicle/Part Inquiry Transaction (QV) or (ZV)

Agency/Case Data

- 1. NCIC Number (NIC)
 - a. Not required.
 - b. Inquiries can be made by the NIC number only, if available.
- 2. Related Search Hit (RSH)
 - a. Shall be "Y" for yes or "N" for no to indicate whether the user wishes records related to the primary Hit by ORI and OCA to be included in the Hit Response.
 - b. The default value is "Y".

Vehicle Data

- 1. Vehicle ID Number (VIN)
 - a. Enter a maximum of twenty alpha and/or numeric characters. If the VIN is unknown, field should be left blank.

- 2. Owner Applied Number (OAN)
 - a. Enter a maximum of twenty alphanumeric characters.
 - b. The OAN cannot be identical to the VIN or SER.
- 3. Part Serial Number (VIN)
 - a. Enter a maximum of twenty alphabetic and numeric characters.
- 4. Make (MAK)
 - a. The first four characters MUST be a valid NCIC Code.

License Plate Data

- 1. Plate (LIC)
 - a. Enter the license plate number, alpha and numeric, left to right, no spaces, dashes, or special characters. Ten characters, if more than 10, enter the last 10.
 - b. An inquiry without license state info (LIS) will return any matches with the same license plate number. The LIS will limit the scope of the search.
 - c. This will search any file that could contain license plate data. Ex: Vehicle File, Boat File, Wanted/Missing Person, Gang File, etc.

Image Data

- 1. Image Indicator (IMD)
 - a. Y for Yes, N for No.
 - b. Defaults to No.
 - c. If yes and an image is associated with that entry it will be returned.

В. Omnixx Force <u>File Forms Edit Comm Options Tools Windows Links Help</u> X D D S Transmit Message Log _ 🗆 × BATCH INQUIRY VEHICLES (QVB) INISP0000 Vehicle ID Number (VIN) Owner Applied Number (MN) Part Serial Number (VIN) Make (VMA) License Plate (LIC) Image Indicator (IND) QUERY 2 Vehicle ID Number (VIN) License Plate (LIC) Image Indicator (IND) QUERY 3 NCIC Number (NIC)

Batch Inquiry Vehicles (QVB)

Query 1 through 5

1. The batch inquiry allows users to create a file of individual QV/ZV inquiries in one message.

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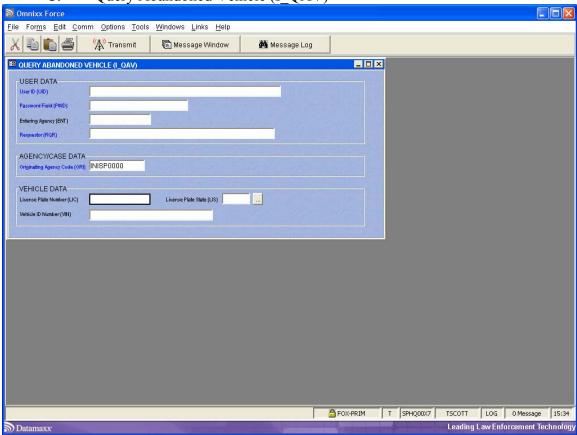
TRN20 LOG 0 Message 9:33 Leading Law Enforcement Technology

For field help see the QV/ZV transaction in the Vehicle File a. Inquiry.

III. Query Indiana Abandoned Vehicle (I_QAV)

An inquiry into the Abandoned Vehicle File will produce an IDACS/NCIC HotFile response of that license plate or VIN, and of the IDACS Abandoned Vehicle File. An inquiry may be made with LIC and LIS, or by VIN.

C. Query Abandoned Vehicle (I QAV)

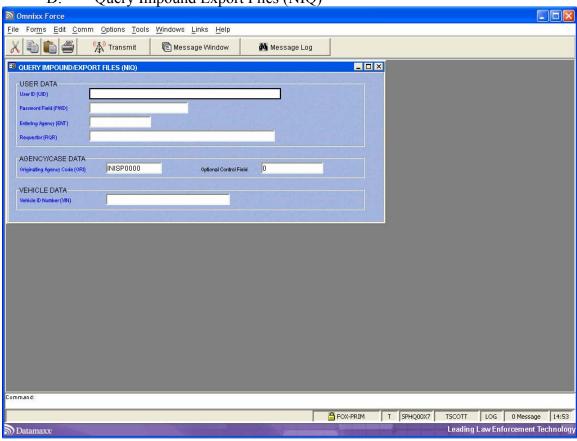


Vehicle Data

- 1. License Plate (LIC)
 - a. Enter up to ten valid characters in this field. "UNK", "UNKN", or "UNKNOWN" are not allowed should be entered.
- 2. Year (LIY)
 - a. Must be current year, current year minus one, greater than current year, or NX (non expiring).
- 3. Vehicle ID Number (VIN)
 - a. Enter a maximum of twenty alpha and/or numeric characters. If VIN is unknown, field should be left blank.

IV. Import/Export File Inquiry (NIQ)

- 1. The National Insurance Crime Bureau (NICB), formerly NATB, a crime prevention organization assisting law enforcement in the prevention, detection, and prosecution of the financial crimes of theft, fraud, and arson relating to personal property. NICB maintains a rapidly expanding data base of manufacturer's shipping and assembly, vehicles imported and exported, theft, impounds, salvage, auction, pre-inspection, vehicle claim, rental, theft, theft recovery and CIC/CPIC cancels. To track a motor vehicle's complete life cycle from birth to death, the database is designed to include vehicle liability, physical damage, and related homeowner claims. NICB files include data on passenger vehicles, multipurpose vehicles, trucks, trailers, motorcycles, snowmobiles, construction and farm equipment, boats, and uniquely identifiable parts. NICB also maintains a HELP file. It may be accessed by sending an "AM" message to NAADMHELP.
- 2. This inquiry will check the Impound and Export Files. Impound records will only be returned on an "NIQ" if the date of impound is less than 60 days from the date of the inquiry.



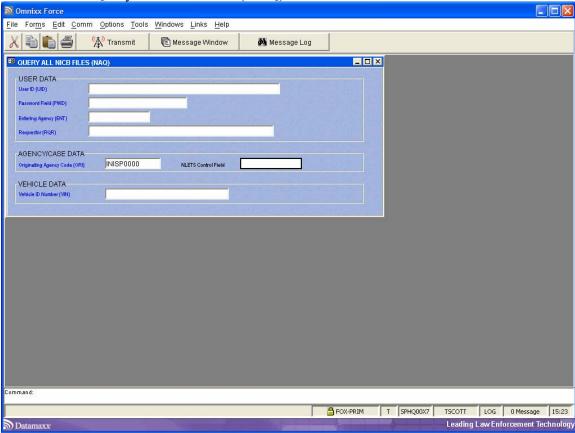
V. NICB All Files Inquiry (NAQ)

Access to these files is for investigative purposes only. All Files Inquiry (NAQ) which checks the:

Manufacturer's Shipping File
Pre-Inspection File
Salvage File
Vehicle Claim File
Impound File
Rental File
Export File
Theft File
International Index File
Theft Recovery File
Auction File

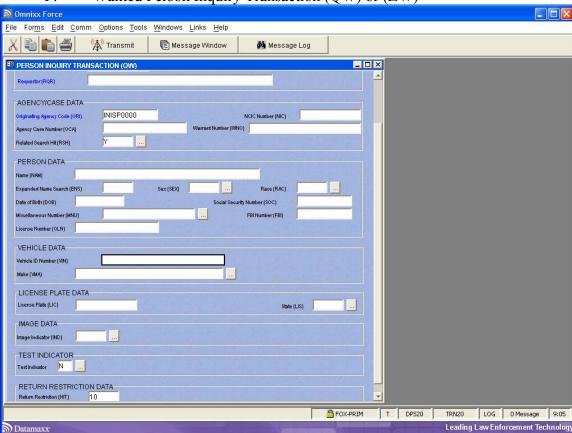
E. Query All NICB Files (NAQ)

NCIC/CPIC Canceled File



VI. Wanted Person Inquiry

- 1. An inquiry of the Wanted Person File may be made by name and one, more than one, or all of the following alphanumeric identifiers: DOB (including year, month, day), FBI, MNU, SOC, and OLN with each data element preceded by the proper MFC. Inquiries may be made using vehicle data (LIC, LIS, and/or VIN and VMA); NAM and OCA only, in that order; or NIC only, with each data element proceeded by the proper MFC.
- 2. If vehicle identifiers are included in the inquiry, the Vehicle, Boat, Vehicle/Boat Part, and License Plate Files will also be searched. If a positive response (hit) includes vehicle or license plate data in the wanted person record, an inquiry should be made in the Vehicle File to ascertain if the vehicle and/or license plate is stolen.
- 3. When the inquiry contains a NAM and complete DOB as the only numeric identifier, the date of birth in the inquiry must match the date of birth in a record plus or minus 1 year on the birth before a record will be retrieved. Sex and race should be included to minimize multiple hits.
- 4. When only one numeric identifier is used in a Wanted Person File inquiry, the response will include only the record on file containing that specific numeric identifier. Ex: If an inquiry contains only the Social Security Number, the response(s) will include records on file with that number even though it may not be the same subject inquired upon.
- 5. The batch inquiry allows users to create a file of individual QW/ZW inquiries in one message. Each inquiry is delimited by a sequence number (SEQ) at the beginning of the inquiry and an "&" as a separator. The SEQ is three numerics and is used to match the responses (hit or no hit) to the specific inquiries from which they were generated. Prior to each response SEQUENCE NUMBER: <SEQ> will be returned to identify those responses that follow as coming from the inquiry with that sequence number.



F. Wanted Person Inquiry Transaction (QW) or (ZW)

Agency/Case

- 1. Warrant Number (WNO)
 - a. Must not be more than twenty five alphanumeric characters.
 - b. One zero only or a run of zeros only is prohibited.

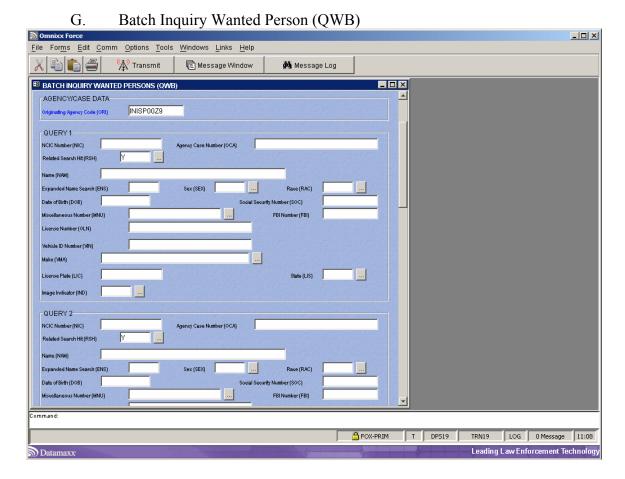
Person Data

- 1. Name (NAM)
 - a. Last Name, First name, comma and Middle initial or name.
- 2. Expanded Name Search (ENS)
 - a. Shall be "Y" for Yes or "N" for No. If Yes, then an expanded name search shall be included using a permutation of surname, first name, middle initial and vise versa. The default value is "N".

- 3. Race (RAC)
 - a. A Asian or Pacific Islander
 - I American Indian or Alaskan Native
 - B Black
 - W White
 - U Unknown

Image Data

- 1. Imagin Indicator (IND)
 - a. Y Yes, N No.
 - b. Defaults to No.
 - c. Image data related to each primary hit response will be returned.



VII. Other File Searches

A Wanted/Missing Persons (QW) transaction will not only spawn an inquiry into the Wanted and Missing Persons file, but also the following files. The information contained in these files is **lead information only.** No arrest or detention should be

made based solely on this information. An IDACS/NCIC Hit alone is not a warrant and not probable cause to arrest. The inquiring agency **must** contact the originating agency to confirm the hit before taking any enforcement action.

1. Deported Felon File

The Deported Felon File contains records on criminal aliens who have been deported for drug trafficking, firearms trafficking, or serious violent crimes. These criminal aliens who have been deported and reenter the United States without permission are in violation of Title 8, USC, Section 1326.

2. Foreign Fugitive File

The Foreign Fugitive File contains information on persons wanted in connection with offenses committed outside the United States.

a. There are two types of records in the Foreign Fugitive File:
Canadian records and International Criminal Police Organization
(INTERPOL) records. Canadian records contain information on
persons wanted for violations of the Criminal Code of Canada
based upon Canada-wide warrants. INTERPOL records contain
information on persons wanted by authorities in other countries.

3. USSS File

The U.S. Secret Service Protective File has been designed to aid the U.S. Secret Service (USSS) in its efforts to protect the President and other authorized protectees by providing the whereabouts of those individuals who may pose a threat to a protectee and by advising the USSS of an individual's criminal activity that may be related to one of the protectees. This information will also assist law enforcement personnel by advising officers of the fact that the person in question may pose a threat to a USSS protectee.

4. VGTOF

The NCIC 2000 Violent Gang and Terrorist Organization File (VGTOF) has been designed to provide identifying information about violent criminal gangs and terrorist organizations and members of those gangs and organizations to law enforcement personnel. This information serves to warn law enforcement officers of the potential danger posed by violent individuals and to promote the exchange of information about these organizations and members to facilitate criminal investigations.

5. Sex Offender File

As per Title 42, USC, Section 14072(a), sexual offender registry information records can be entered in the IDACS/NCIC 2000 System for the following subjects:

- 1. A person who has been convicted of a criminal offense against a minor.
- 2. A person who has been convicted of a sexually violent offense.
- 3. A person who is a sexually violent predator.

6. Supervised Release File

Local, state, and federal supervision officers may enter subjects of supervised releases convicted of federal crimes, felonies, or serious misdemeanors and released under its supervision who are put under specific restrictions during their probation, parole, or supervised release sentence following imprisonment.

7. Protection Order File

The Protection Order File (POF) contains court orders that are issued to prevent acts of domestic violence against a person or to prevent a person from stalking, intimidating, or harassing another person. Orders are issued by both civil and criminal state courts. The types of protection orders issued and the information contained in them vary from state to state.

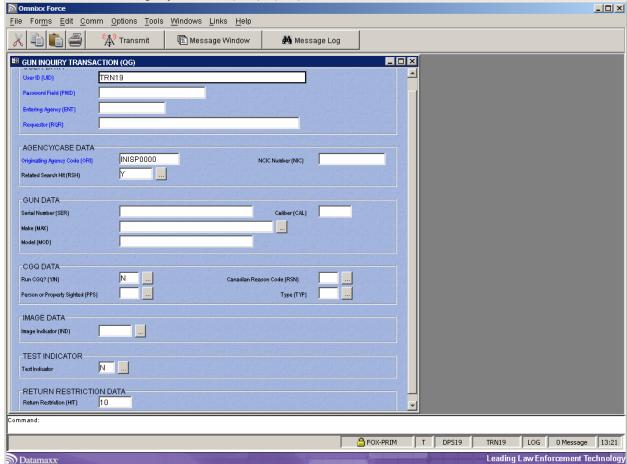
VIII. Gun File Inquiry

An inquiry on a gun serial numbers gives access to stolen, recovered, lost and felony gun records in the Gun File. An inquiry can be made by using SER, MAK, and CAL or SER and MAK or SER only. (This inquiry will limit the search and reduce the amount of false positive responses).

- 1. An inquiry which contains serial number only or serial number and caliber will retrieve any record on file with a matching serial number.
- 2. An inquiry which contains make, serial number, and CAL/45 will retrieve any record on file with a matching serial number regardless of the MAK Field code or CAL code.
- 3. An inquiry which contains serial number, a make other than CLT, REM, SW, or WIN, with a caliber other than 45 or without caliber, will retrieve any record on file with a make other than CLT, REM, SW, or WIN, and a matching serial number.
- 4. Any inquiry which contains serial number, with caliber other than 45 or without caliber, and MAK/CLT, REM, SW, or WIN will retrieve any record on file with a matching serial number and the same make (CLT, REM, SW, or WIN), or MAK/US or USA.
 - It is essential that all identifying data in a positive response be compared with the weapon in question before further action is taken.
- 5. The batch inquiry allows users to create a file of individual QG/ZG inquiries in one message. Each inquiry is delimited by a sequence number (SEQ) at the

beginning of the inquiry and an "&" as a separator. The SEQ is three numerics and is used to match the responses (hit or no hit) to the specific inquiry from which they were generated. Prior to each response SEQUENCE NUMBER: <SEQ> will be returned to identify those responses with that sequence number.

H. Gun Inquiry Format (QG)/(ZG)



Agency/Case Data

- 1. NCIC Number (NIC)
 - a. Inquiries can be made by the NIC number only, if available.

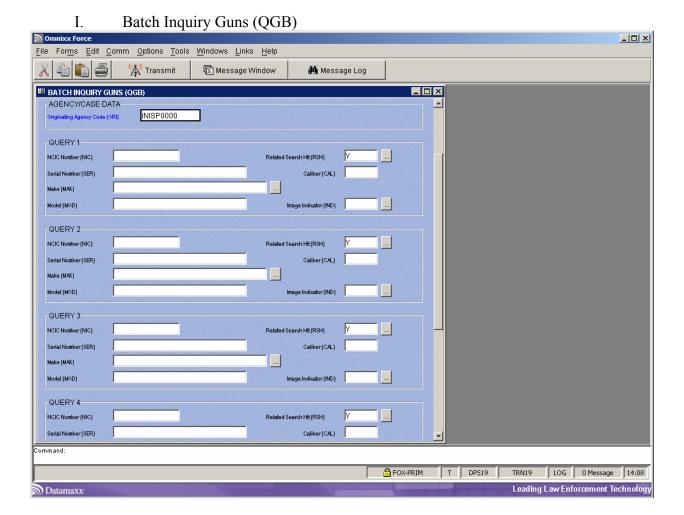
Gun Data

- 1. Serial Number (SER)
 - a. The true (manufacturer's serial) number should be used when making inquiries.
 - b. A model number, stock control number or owner-applied number **should not** be used on inquiries.

- c. If more than one number appears on a weapon, the frame number should be inquired on first. If the response is negative, the remaining numbers should be checked.
- 2. Make (MAK)
 - a. The first three positions are the Gun Make.
- 3. Model (MOD)
 - a. Optional Twenty character field. Enter model number or a recognizable abbreviation of model name.

CGQ Data

- 1. Run CGQ? (y/n)
 - a. Defaults to "NO".
 - b. "YES" will produce a inquiry into the Canadian Gun File.
 - c. Not available for ZG transaction.
- 2. Canadian Reason Code (RSN)
 - a. Required for Canadian Inquiry.
 - b. N- Narcotics, F Fraud, V Violent Crimes, T Traffic, S Theft and H Humanitarian.
- 3. Person or Property in Sight (PPS)
 - a. Required for Canadian Inquiry.
 - b. Y Yes, N No.
- 4. Type (TYP)
 - a. Required for Canadian Inquiry.
 - b. OT Other, RW Restricted Weapons, RI Rifles, SG Shotguns.



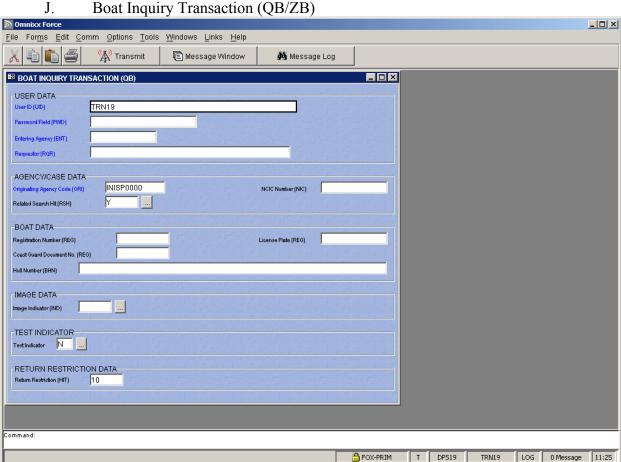
X. Boat Inquiry

Inquiries can be made by using the REG and/or BHN. Complete registration numbers should be used although it may exceed eight characters. NCIC 2000 will search the first eight characters. If the hull serial number exceeds 20 characters, the first 20 should be used. The first eight characters will be searched. The state of registration cannot be used in an inquiry.

A QB or ZB inquiry using the REG will search the Boat, License and Vehicle File. A QB or ZB inquiry using the BHN will search the Boat, Part and Vehicle File.

When a record(s) is received in response to an inquiry, match all identifying data in on the hit with the boat in question before taking further action.

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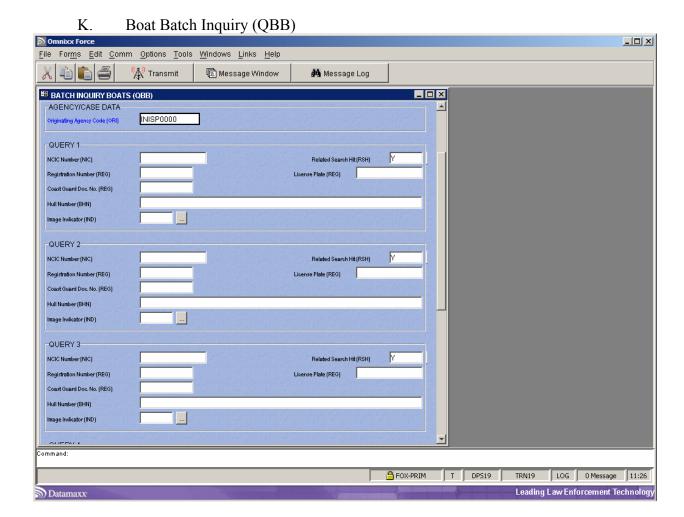


Boat Inquiry Transaction (QB/ZB)

Boat Data

Datamaxx

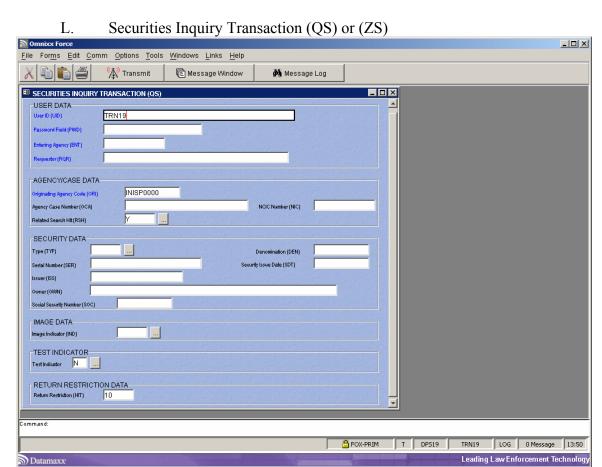
- 1. Registration Number (REG)
 - Maximum of eight characters. This field is used to give boat registration number or the document number issued by the coast guard.
- 2. License Plate (REG)
 - Eight (8) alphanumerics, if more than eight characters enter the last eight. UNK, UNKN or UNKNOWN will be rejected.
- 3. Coast Guard Document Number (REG)
 - Maximum of Eight (8) alphanumerics.
- 4. Hull Number (BHN)
 - Maximum of sixty-two characters. Up to three (3) BHN's or OAN's can be inquired upon separated by a comma.



XI. Security File Inquiry

- 1. An inquiry of the Securities File should include TYP, SER, and DEN. ISS should be included for securities other than U.S. Treasury issues and currency. An inquiry may also be made by OWN; OWN and TYP; OWN and OCA; OWN and SOC; or SOC only. Inquiries may be made using the NIC only, if available.
- 2. BEARER, BLANK, UNKNOWN, UNK, UNKN, or CONTACT ORI must not be used as names of owners for purposes of inquiry. Such inquiries will be rejected. An inquiry on a security may result in a single record positive response or a group record positive response.
- 3. The batch inquiry allows users to create a file of individual QS/ZS inquiries in one message. Each inquiry is delimited by a sequence number (SEQ) at the beginning of the inquiry and an "&" as a separator. The SEQ is three numerics

and is used to match the responses (hit or no hit) to the specific inquiry from which they were generated. Prior to each response SEQUENCE NUMBER: <SEQ> will be returned to identify those responses that follow as coming from the inquiry with that sequence number.



Security Data

- 1. Type Code (TYP)
 - a. This field identifies the type of security that is being queried upon or entered.
 - b. Must be a valid NCIC code.
 - c. If TYP is PM (Postal Money Order), the SER Field must be ten characters.
- 2. Denomination (DEN)
 - a. Place in the denomination field the amount of money represented by a security as indicated thereon.
 - b. Must be one to nine characters or "WR", or "BLANK". \$37.00 should be entered as 37 while \$37.75 should be entered as 37-75.

- c. An inquiry containing BLANK in the DEN will pull only records that are entered with the word BLANK in the DEN. An inquiry containing a face value (e.g., 50 or 28-75) in the DEN could pull records that have a matching DEN or DEN/BLANK
- d. The first character may not be a zero.
- e. When "COUNTERFEIT" is first item in MIS Field, edits on DEN Field do not apply.

3. Serial Number (SER)

- a. When message key is ES, must contain one to eighteen alphabetic and/or numeric characters.
- b. An asterisk must not be used in the SER in an inquiry.

4. Security Issuer Date (SDT)

- a. If an issue date appears on the security, place alpha "P" in front of the date. Example: P19920915 for the issue date of September 15, 1992.
- b. When maturity date appears, place alpha "M" in front of the date.
- c. If a money order was stolen before it was issued and no issue date appears thereon, the word "BLANK" should be placed in this field.

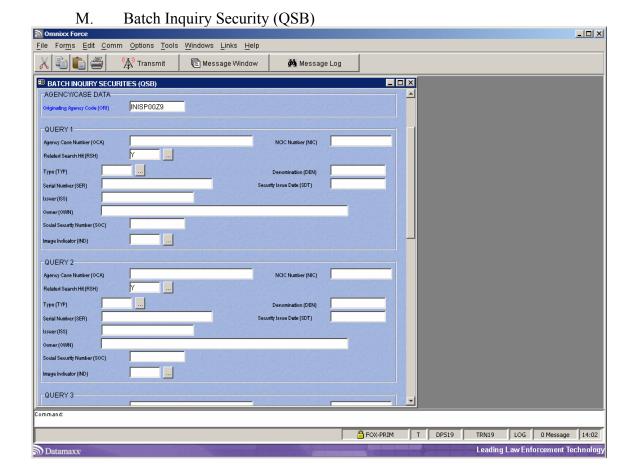
5. Issuer (ISS)

- a. Enter up to fifteen alphabetic and/or numeric characters. The only valid special character shall be "-" (hyphen).
- b. If is BL, FB, FR, GC, NB, RB, SB, SC, SN, TB, TD, TN,
- c. UN, ISS must be "USTREASURY".
- d. This field may also contain name of company, agency, or organization printed on the security even if the security was stolen or embezzled before it was appropriately prepared or issued by an authorized person.
- e. If the issuers name contains more than fifteen characters, use generally accepted abbreviations.

6. Owners (OWN)

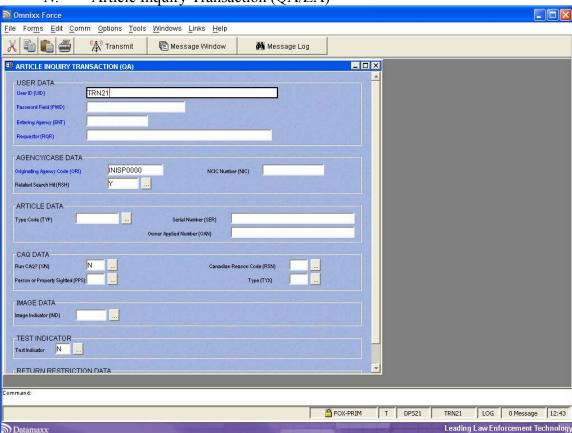
- a. Maximum of forty characters.
- b. Full name of the owner is to be included. Names of individuals must be entered as last name, comma, first name, (space), middle name or initial.
- c. If owner is not a person but a company, list the full name. No periods allowed.
- d. Owner information is to be included even if the information is not indicated on the document.

e. If TYP is "BC" or "FB" or "FR" or "GC" or "NB" or "SC" or "UN", then OWN MUST be "BEARER".



XII. Single/Consecutively Serialized Article Inquiry

- 1. An inquiry of the Article File must include type (TYP) of article, (selected from the Article Name Dictionary), SER and/or OAN. When making an inquiry using two numbers (SER and OAN), then both will be searched. An inquiry can be made using the NIC only. An inquiry cannot contain a brand name. When an inquiry is made with Type Field category code Y, any record on file with an identical SER or OAN will be returned regardless of the Type Field category code in the record.
- 2. An inquiry on an article may result in a single record positive response or a group record positive response. The response to an inquiry on two numbers may contain a record identifiable with one of the numbers and NO RECORD identifiable with the other number. An inquiry on a serial number contained in a group record (whether it is the first, last, or a number in between) will return with the complete group record on file.



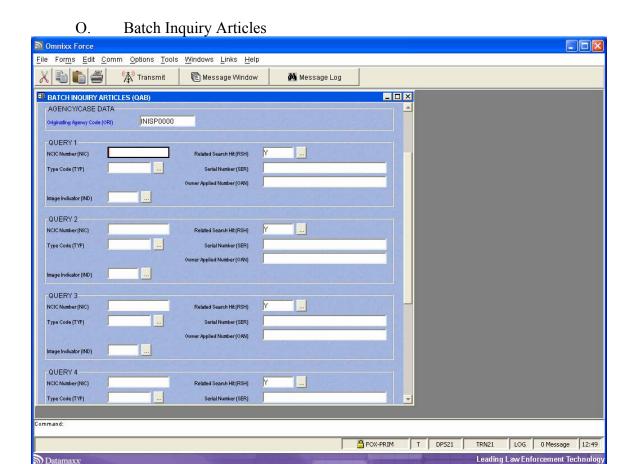
N. Article Inquiry Transaction (QA/ZA)

Article Data

- 1. Type Code (TYP)
 - Minimum of four and a maximum of seven alpha characters.
 - The code used must be in the article name dictionary, if b. the article name is not listed, the first character of the type field code must be "Y" followed by at least three alphabetic characters.
 - An inquiry only may be made with a "Y" and no other c. characters if the type is not known.
- 2. Serial Number (SER)
 - Enter a maximum of twenty alphanumeric characters. a.
 - b. Serial number and owner applied number cannot be identical.
- 3. Owners Applied Number (OAN)
 - Minimum of one and maximum of twenty alphanumeric a. characters.

Datamax

Operator's Lesson Plan



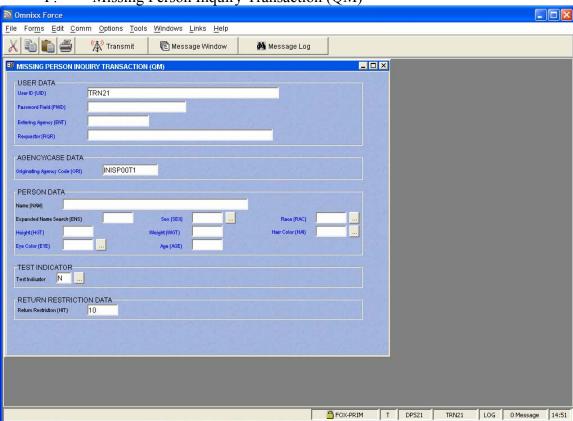
XIII. Unique Identifier Inquiry (QM) and Missing Person Inquiry (QW)

- 1. The following fields are mandatory for a nonunique identifier inquiry: ORI, AGE, SEX, RAC, EYE, HAI, HGT, and WGT.
- 2. The NAM Field is optional.
- 3. The approximate age of the individual may be one or two numeric characters representing the age in years. The age must fall within a range of 0 to 99. The age in the inquiry plus or minus 1 year will be searched. If the person inquired upon is 100 years old or older, the first character (1) should be dropped.
- 4. Sex, race, eye color, and hair color should be coded. A search on each of these fields will retrieve any record with a corresponding code.
- 5. Approximate height in the inquiry plus or minus 3 inches will be searched.

- 6. Approximate weight in the inquiry plus or minus 10 pounds will be searched.
- 7. When a nonunique identifier inquiry is received, the Missing Person File is searched for possible matches. The sex, race, eye, and hair color codes in the possible match must be identical to the sex, race, eye, and hair color codes in the inquiry. Age, height, and weight in the possible match may vary from the age, height, and weight in the inquiry.
- 8. A score is assigned to each possible match. The score is computed based upon the variance between the inquiry age, height, and weight, and the corresponding data in the possible match. The score is used by NCIC 2000 to select up to 20 most likely candidate records for the response to the inquiring agency.
- 9. To determine if a hit (identification) has been made, the inquiring agency must review all of the identification data in the possible matches and contact the agency that entered the record(s) to confirm a match.
- 10. An inquiry (QW) of the Missing Person File may be made by name and one, more than one, or all of the following alphanumeric identifiers: DOB (including year, month, and day), FBI, MNU, SOC, and OLN, with each data element preceded by the proper MFC. Additionally, inquiries may be made using vehicle data (LIC, LIS, and/or VIN and VMA); NAM and OCA; or NIC only, with each data element preceded by the proper MFC.

Note: Exact spelling of the name as contained in the record is required when inquiring with only NAM and OCA.

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P. Missing Person Inquiry Transaction (QM)

Person Data

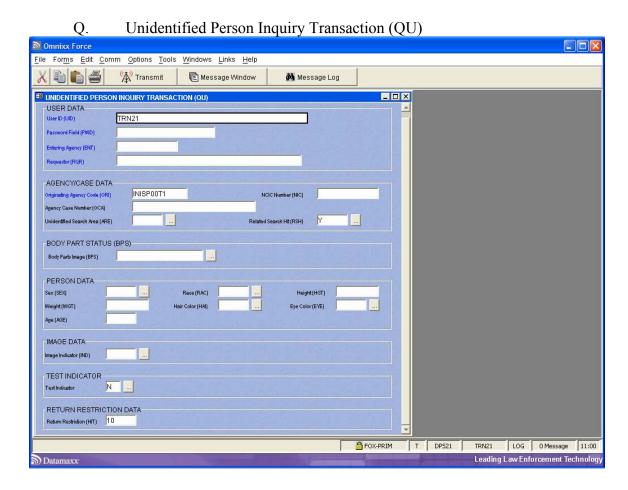
- 1. Name (NAM)
 - a. Last name, First Name, Middle Initial or name.
 - b. Inclusion of a name in the inquiry will limit the response.
- 2. Expanded Name Search (ENS)
 - a. Shall be "Y" for Yes or "N" for No. If Yes, then an expanded name search shall be included using a permutation of surname, first name, middle initial and vise versa. The default value is "N".
- 3. Sex (SEX)
 - a. Male (M).
 - b. Female (F).
- 4. Race (RAC)
 - a. A Asian or Pacific Islander
 - I American Indian or Alaskan Native
 - B Black

- W White Unknown
- 5. Height (HGT)
 - a. Required.
 - b. Enter a three numeric digit.
- 6. Weight (WGT)
 - a. Required.
 - b. Enter a three numeric digit. Must be between 050 499
- 7. Hair Color (HAI)
 - a. Required.
 - b. Must be one of the valid NCIC codes.
- 8. Eye Color (EYE)
 - a. Required.
 - b. Must be one of the valid NCIC codes.
- 9. Age (AGE)
 - a. Required.
 - b. Enter a two numeric digit. Enter an approximate age.

XIV. Unidentified Person Inquiry

- 1. An agency which recovers a partial unidentified body should transmit an inquiry and in the BPS Field identify all body parts which have been and have not been recovered. An inquiry using BPS requires that at least one body part be missing, but that not all are missing. Optionally SEX, RAC, and ARE can be used in the inquiry to limit the search.
- 2. The purpose of the body parts status is to link two or more agencies that recover parts of the one body. Therefore, body parts which were amputated and healed prior to death (ante mortem) should be coded as recovered in the Body Parts Status Field.
- 3. NCIC 2000 compares the BPS Field code in the inquiry with the BPS Field code of records on file that contain at least one N (for not recovered) in any of the 15 positions of the BPS Field, i.e., all records f or incomplete bodies. The following checks are conducted on each of the 15 positions of the BPS Field in the inquiry and records on file:
 - 1. If the codes are equal, they must be N.
 - 2. If the codes are not equal, one of the codes must be N.

- 4. If any position of the BPS Field in the inquiry and BPS Field in the record on file does not meet these checks, the record on file is eliminated as a possible match. For example, if an inquiry contains FFFNNNFFFFFFFF, only those records having an N in positions 1, 2, and 3 through 7, and any combination of Ns, D's or F's and Ss in positions 4 through 6 will be returned as possible matches.
- 5. The response to an inquiry on the BPS Field contains all abbreviated records on file that pass the above checks. The abbreviated record will contain the following fields: BPS, SEX, RAC, EYB, EDD, DBF, ORI, and NIC.



Agency/Case

- 1. Unidentified Search Area (ARE)
 - a. Must be a valid two-character alphabetic state code or a valid two-character alphabetic code.
 - b. An inquiry containing ARE/CA will retrieve records with AZ, CA, NV, OR and US in the first two positions of the

ORI field. An inquiry containing ARE/CA* will retrieve records with CA and US in the first two positions of the ORI field.

Body Parts Status

- 1. The Body is divided into 15 sections. The following are the only valid characters allowed:
 - a. F (Recovered Fresh).
 - b. D (Recovered Decomposed).
 - c. N (Non-Recovered).
 - d. S (Skeletal Recovery).

Person Data

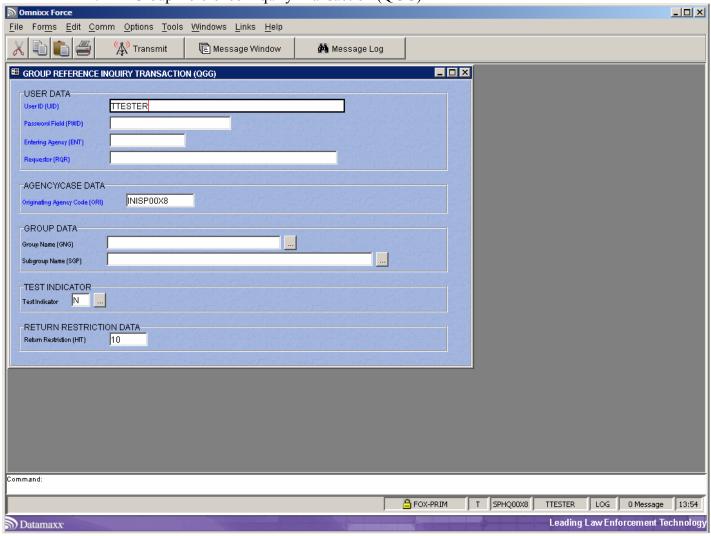
- 1. Sex (SEX)
 - a. Male (M).
 - b. Female (F).
 - c. Unknown (U).
- 2. Race (RAC)
 - a. A Asian or Pacific Islander
 - I American Indian or Alaskan Native
 - B Black
 - W White
 - U Unknown
- 3. Height (HGT)
 - a. Enter a three numeric digit.
 - b. Approximate height in the inquiry plus or minus 3 inches will be searched.
- 4. Weight (WGT)
 - a. Enter a three numeric digit. Must be between 050 499.
 - b. Approximate weight in the inquiry plus or minus 10 pounds will be searched. Inclusion of a name in the inquiry will limit the response.
- 5. Hair Color (HAI)
 - a. Must be one of the valid NCIC codes.
- 6. Eye Color (EYE)
 - a Must be one of the valid NCIC code.
- 7. Age (AGE)
 - a. Enter a two numeric digit.

b. You may enter an approximate age.

XV. Group Reference Capability Inquiry (VGTOF)

- 1. Inquiries may be made using GNG only, SGP only, or GNG and SGP. When inquiring using GNG and/or SGP, NCIC 2000 will return records based on exact character match. If the city and state designator code is not specified in the GNG and/or SGP Field, NCIC 2000 will only match characters up to the asterisk.
- 2. Caution should be used in conducting a QGG transaction based solely on a GNG or SGP. If only the GNG is specified, all records with a matching gang regardless of the SGP would be returned which could cause a large number of records to be returned.

R. Group Reference Inquiry Transaction (QGG)



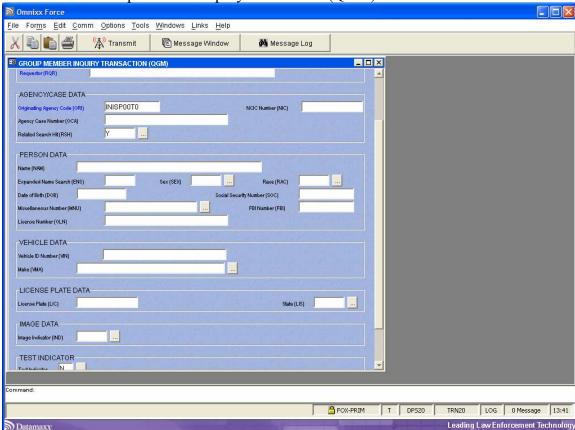
Group Data

- 1. Group Name (GNG)
 - a. Enter a minimum of three and maximum of thirty characters. It must be a valid Gang/Terrorist Member's name.
 - b. If the QGG contains GNG/BLOODS*LRAR only records with GNG/BLOODS*LRAR would be returned.
 - c. If the QGG contains GNG/BLOODS, responses will return with any records containing BLOODS, e.g., GNG/BLOODS*LRAR, GNG/BLOODS*OCFL, GNG/BLOODS*MIFL, etc.
- 2. Subgroup Name (SGP)
 - a. This field contains the Gang or Terrorist Organization Subgroup name.
 - b. This entry must match the valid group name in NCIC Code Manual or be "UNLISTED SUBGROUP".

XVI. Group Member Capability Inquiry

1. On-line queries to the GMC are possible through automatic cross-search as part of the QW/QV/ZW/ZV transaction or use of the VGTOF-only QGM transaction. The query must include NAM and one of the following numeric identifiers: DOB, SOC, MNU, OLN, VIN, LIC, OCA, FBI. An inquiry can also be made without a NAM using LIC, VIN, and/or NIC.

Multiple records from several files are available when the QW transaction is used.



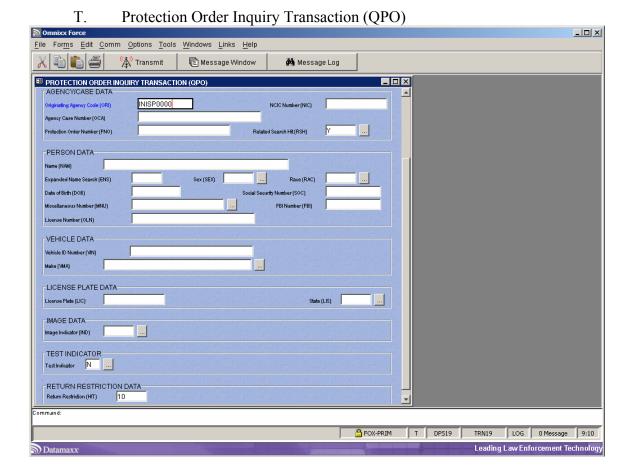
S. Group Member Inquiry Transaction (QGM)

Person Data

- 1. Expanded Name Search (ENS)
 - a. Shall be "Y" for Yes or "N" for No. If Yes, then an expanded name search shall be included using a permutation of surname, first name, middle initial and vise versa. The default value is "N".
- 2. Date of Birth (DOB)
 - a. MMDDYYYY.
 - b. When the inquiry contains NAM and complete DOB as the only numeric identifier, the date of birth in the inquiry must match the date of birth in a record plus or minus one year on the year of birth before a record will be retrieved. When the subject of the inquiry uses more than one DOB, the person's name should be checked using each available birth date.

XVII. Protection Order Inquiry

- 1. An inquiry of the Protection Order File may be made by name and one or more or, all of the following alphanumeric identifiers: complete DOB, FBI, MNU, SOC, and OLN, with each data element preceded by the proper MFC. Inquiries may be made using vehicle data, NAM and OCA only, NAM and PNO only, or NIC only.
- 2. When the inquiry contains a NAM and complete DOB as the only numeric identifier, the date of birth in the inquiry must match the date of birth in a record plus or minus one year of birth before a record will be retrieved. When the subject of the inquiry uses more than one DOB, the person's name should be checked using each available birth date. Sex and race should be included to minimize multiple hits by limiting the scope of the name search.
- 3. When the inquiry contains a name and an alphanumeric identifier other than DOB, i.e., SOC, FBI, MNU, or OLN, a name search is **not** generated. In this situation, only the alphanumeric identifier is searched. QPO inquiries may also contain an Image Indicator (IND) to specify whether an image should be returned if available. If the image indicator is Y, image data related to each primary hit response will be returned if available.



Agency/Case Data

- 1. Protection Order Number (PNO)
 - a. Enter three to fifteen numeric characters in this field.

XVIII. Sexual Offender File Inquiry

- 1. The message key QXS is used for Convicted Sexual Offender Registry File inquiries. It restricts the search to just the Convicted Sexual Offender Registry File and may retrieve a Convicted Sexual Offender Registry File record that is active, expired, or inactive.
 - A standard QW inquiry searches the Convicted Sexual Offender Registry File in addition to other identifiable person files and retrieves active records only.
- 2. Title 42, USC, Section 14072 (j) states that the information collected by the FBI shall be disclosed by the FBI to local, state, and federal criminal

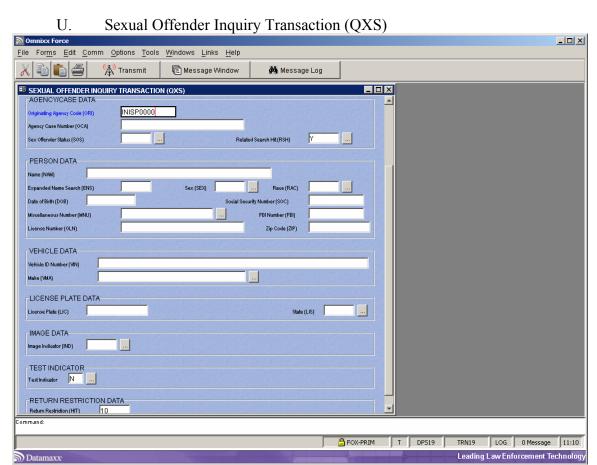
justice agencies for law enforcement purposes and community notification.

3. Regarding community notification, the statute further states the information collected under a State registration program may be disclosed for any purpose permitted under the laws of the State. Since all information maintained in the Convicted Sexual Offender Registry File is "collected under a State registration program," the Convicted Sexual Offender Registry File should not be used for interstate community notification.

Additionally, all Convicted Sexual Offender Registry File records are based on documented criminal history information and can only be disseminated in accordance with Title 28, USC, Section 534.

- 4. However, the Convicted Sexual Offender Registry File could be used to enhance the state's community notification program. The following scenarios are provided to demonstrate appropriate use of the Convicted Sexual Offender Registry File information.
 - a. Upon issuance of new operator licenses, the motor vehicle department could initiate a check on the Convicted Sexual Offender Registry File. Results would be provided to an authorized criminal justice agency. Any possible hits would require an investigation to determine the individual's identity and ascertain if the individual is required to register under the new state's laws. If the individual failed to comply with registration requirements, he or she could be charged with that crime.
 - Despite whether the individual is charged, the state could now register the offender and notify the community in accordance with the state laws.
 - b. In those states that provide registration information directly to the public, a procedure could be developed wherein every search of the state registration would also search the Convicted Sexual Offender Registry File.
 - However, the result could not be provided to the public but only to an authorized criminal justice agency that would use the information to initiate an investigation. Any such program must comply with the CJIS Security Policy.
- 4. A QXS transaction will not cause a cross-search of any other file.

- 5. An inquiry of the Wanted Person (QW/ZW/QWB/QWI) and/or Vehicle (QV/ZV/QVB) Files will result in the automatic cross-search of the Convicted Sexual Offender Registry File. Active records will be returned in a positive response; inactive records (expired and cleared) will not.
- 6. QXS inquiries may also contain an Image Indicator (IND) to specify whether an image should be returned if available. If the image indicator is Y, image data related to each primary hit response will be returned if available.



Agency/Case Data

- 1. Sex Offender Status (SOS)
 - a. Y" for Yes and "N" for No.
 - b. When a QXS using name and an identifier or using ZIP is performed, the Sexual Offender Status (SOS) Field can be used to specify whether expired and inactive records should be returned. If the SOS Field contains Y or is blank, only active Convicted Sexual Offender Registry File records will be returned. If the SOS Field contains N, then active, expired, and inactive records will be returned.